



Development Services Department
Planning & Zoning Division

6591 ORANGE DRIVE • DAVIE, FLORIDA 33314-3399
PHONE: 954.797.1103 • FAX: 954.797.1204 • WWW.DAVIE-FL.GOV

**BUSINESS TAX RECEIPT
HOME CHECKLIST**

The following information is needed in order for your application to be submitted for review.

- A. Completed application signed, dated, and legible.
- B. Describe type of business. Be specific or give a letter of intent.
- C. Copy Fictitious Name Registration/ Corporate Articles and FEIN number
- D. Additional Documents (if applicable):
 - Copy of State or County License (contractors/ Professional)
 - Copy of Liability Insurance/ Workman's Compensation with Town of Davie as certificate holder
- E. Proof of Residency.
 - Drivers license
 - Current utility bill (within 2 months)
- F. Home Affidavit page needs notarized.
 - We can notarize your signature with photo ID, wait to sign form in front of Notary

Checks are made out to the Town of Davie.

Note: All paperwork must be legible.

During the review of this application, we may request further information to approve your Business Tax Receipt. This will be done in a timely manner. Any additional questions call 954-797-1112.